

Calhoun County Board of Health Meeting Minutes

10/21/13

Board of Health

Dr. Mahesh Karamchandani, Chairman
Kathy-Sue Dunn, County Commissioner
Ken Ponds
Rick Tsoumas

Health Department

Bonnie Detweiler
Deb Metzgar
James Rutherford, Health Officer
Kristin Tekiele

County Administration

Kelli Scott

Other

Anisa Kelley, MPHI
Shannon Laing, MPHI
Robin VanDerMoere, MPHI

Absent

Mary Jo Byrne
Nancy Mullett, Vice Chairman

Meeting called to order

Karamchandani called the meeting to order at 8:05 am.

Public Comment

No public comment

Consent Agenda

Ponds motioned for approval of the agenda, Dunn seconded. All in favor, motion passed.

Agenda

Tsoumas motioned for agenda approval. Ponds seconded. All in favor, motion passed.

Presentation

Shannon Laing, Michigan Public Health Institute (MPHI) presented the staff survey results. There was a low response from school nurses due to the timing of the survey, June, when they are not working. Board of Health (BOH) members discussed whether the survey could be repeated to get more input from School Nurses as well as Nurse-Family Partnership. There were responses from 9 out of 15 school nurses and 1 out of 5 Nurse-Family Partnership employees.

Rutherford explained that MPHI has given him a very specific breakdown by program regarding employee concerns. He will be using this information when doing annual reviews with managers to identify specific goals for improvement. BOH members asked when the last time a similar survey was done. No one in attendance could answer that question

Discussion occurred regarding IT being county wide. Scott said Plante-Moran recently did a county wide IT assessment. The results will be presented to the BOC in the next few weeks.

They are in the process of restructuring IT to address the issues. They are moving toward department specific support, not just network or hardware support.

BOH members agreed that the survey resulted in very valuable information. They would like to see a review and update as to how things are going in a year from now. If funds allowed, possibly the survey could be repeated. As part of strategic planning, Rutherford would like to build this in as a regular process.

The question was asked as to how often training occurred for CCPHD employees. Rutherford said it depended on the department. There is a staff meeting held quarterly where some training is held. Over the last 5 years, CCHPD has budgeted for training and staff is no longer told they can't go to training that they need.

Rutherford asked if the board wanted him to pursue a smoke free campus for the Toeller building or if a compromise would be acceptable. Members felt a compromise would be a good first step, with the final goal being a smoke free campus. One possible compromise is some sort of overhead smoking shelter to the side of the building that is away from the main entry areas.

Finance

FY14 budget was approved by the BOC at their meeting last month. This was the best budget process that Rutherford's been through since coming to CCPHD. A budget update will not be presented every month, but rather quarterly. Detweiler will send the final approved FY14 budget to the BOH. If major budget changes occur, Rutherford will present those to the BOH, rather than waiting for the next quarterly report.

Health Officer Report

Rutherford presented the Health Officer Report. The report included:

The Michigan Department of Community Health has concluded that there are no long term health concerns resulting from the Enbridge Oil spill.

The W.K. Kellogg Foundation (WKKF) "Good to Grow" pilot drinking water program has reached the end of its first year. There is an overage of \$13,000. Rutherford has asked WKKF what they would like us to do with the overage. It was suggested that we could use the funds to test those who chose not to participate the first time.

The Medical Examiner (ME) RFP has been developed. Bids are due in November. Contracts are 4 years in length. Rutherford has received calls from funeral homes that want input before a decision is made. The BOH will be making a recommendation to the BOC and Rutherford will help the BOH understand what the ME program involves.

The seasonal influenza program is underway. CCPHD has purchased 4000 immunizations this year. All BOH members can get their flu shot after the meeting today.

RECRUITMENT OF NEW BOARD MEMBERS

Several conversations have occurred regarding potential new members and interviews will be starting soon.

Metzgar will research and clarify all board term expiration dates before the next meeting.

Meeting adjourned 9:35 a.m.

For a copy of the presentation or the Health Officer report, please contact Deb Metzgar at 269-969-6463 or via email at dmetzgar@calhouncountymi.gov